

Active Transportation Program Technical Advisory Committee—Meeting Minutes – 7/12/22

Date: July 12, 2022	Time: 9:00am – 1:00 pm	Location: Zoom
Attendees:		
TAC	Tac Facilitators	Notetaker
<i>Laurie Waters, California Transportation Commission Cathy McKeon, Caltrans</i>	<i>Ghazan Khan, CSUS School of Engineering & Computer Science, Tracy Coan, CSUS-CCE</i>	<i>Naomi Caietti, CSUS</i>
Active Transportation Support Policy Support and Advisors to the TAC	Project Implementation Representatives	Advocate Stakeholders and Non-Infrastructure
<ul style="list-style-type: none"> • Beverley Newman-Burckhard • C. Sequoia Erasmus • Summer Lopez • Trina Luo • Victoria Custodio 	<ul style="list-style-type: none"> • Aaron Hoyt • Ariana Lopez • Ariana zur Nieden • Cory Wilkerson • Ivan Garcia • Jacob Lieb • Joel Campos • Trinity Smyth • Kathyn Studewell • Kenneth Kao • Keith Williams • Laura Cohen • Maura Twomey 	<ul style="list-style-type: none"> • Jeanne LePage • Jonathan Matz • Kevin Jensen • Oona Smith • John Yi • Jonathan Matz
Other Attendees:		
B Nelson, CCC Amanda Baker, Caltrans Theresa McWilliam, ATP Dancy Yang, DLA Afrid Sarker, CT		

Key Decisions and Action Items:

- Decisions: Recommendation by TAC for augmentation funding to shift from Cycle 5 to Cycle 6. Laurie Waters will take this recommendation to augmentation funding stakeholder workshop later this week.
- Action Items: None

Item 1. Welcome, opening remarks, introductions, and meeting structure

- Ghazan Khan started the meeting with welcoming remarks and introduced the TAC chairs. Each attendee participated in roll call to introduce themselves.

Item 2: Caltrans Office Chief Updates

Staff Updates: Cathy McKeon Reporting

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- Cathy reported that augmentation for ATP was over one billion. Budget workshop planned later this week and looking for input from committee. Look forward to next steps for funding planning.
- Cathy McKeon reported on progress to date for staff augmentations below
 - Dancy Yang. is acting in place of Mary Hartegan who has moved on. An announcement will go out for recruitment of permanent position.
 - Emily Abrahams will be reporting for CaSTA/NI as Summer is on loan to another agency.
 - Angela Shepard, DRISI ATP Reporting
 - Holly Murphy, DRISIS ATP Reporting
 - Michael Putnam– DRISI database role
 - Alijan Hall is a senior transportation engineer specialist acting in this role
 - New staff augmentations; open positions and Alfred Sarker; program manager; providing support and assistance for these new roles.
 - New faces; thanks for your patience while we staff our vacant roles.
 - ATP Technical Advisory Committee and Organizational Chart:
<https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/tac>

Item 3. Caltrans Updates

Speakers: Active Transportation Resource Center (ATRC) Updates on Programs, Partners, and Contracts/Training

a. Kit of Parts Update:

Summer Lopez

- As previously reported, to expand SCAG's existing Go Human Kit of Parts to Statewide Usage - a "kit" that contains components of a demonstration project that agencies can use for temporary pop-up events.
- Three agencies N, C, & S.
- Agencies will borrow kits from the ATRC to do demonstration projects and other pop-up events.
- Opportunity for future ATP application community engagement.
- Application closed in June and next steps will be to select agency candidates; timeline for demonstration projects to launch in Fall '22.

b. Evaluation and Technical Assistance

Amanda Baker

- A previously reported; the ATP Evaluation TA Program is to assist local agencies, particularly DACs, in gathering before and after project data for ATP reporting and other project evaluation purposes.
- Updated timeline for Evaluation and technical assistance project, project expected to launch Summer '22, evaluation/framework in Fall '22 and technical/assistance launch Winter '22.
- Three components included in the program:
 - Evaluation - develop a performance metric evaluation plan for ATP.
 - Tailored TA - provide regional TA that focuses on data collection and evaluation for individual projects.
 - Data Display and Infographics - Create infographics with the data (ATP and agencies) and develop ATP Project Profiles.

c. Upcoming training

Amanda Baker

- On the Move Perspectives and Synergy
- Find past webinars and teleconferences & future schedule below.
- Virtual Live Training - Bicycle Planning and Design Course.
 - Next Course: November 15 and 17 (Register now at link below).
- Positioning for Successful Grant Applications - Recordings posted on the ATRC by end of July.
- Crossing Guard Training - July 14 and tentatively planned for September '22.
- ATP Training & Resources - <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/atp/cy6/training-resources2022march.pdf>

d. Disadvantage Communities Technical Assistance Program (DAC TA) Updates

Amanda Baker

- As previously reported, DAC TA provides no-cost technical assistance to agencies with projects serving disadvantaged communities that have had limited success in receiving funding for active transportation projects in ATP.
 - 7 of 15 recipients applied for Cycle 6
 - Remaining 8 are applying for Cycle 7
- Reviewing improvements for program and capacity building for future cycles.
- More information will be forthcoming in future TAC meetings.

e. New Resources

Summer Lopez

- Share these resources, great resources for new or existing staff.
- ATRC Website Guide - Quick Links to all major ATRC programs, tools, resources, and training
- ATP Training & Resources - <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/atp/cy6/training-resources2022march.pdf>

f. Safe Routes National Database (SRNDB) Update:

Summer Lopez

- FAQs on the SRTS National Database: <http://www.saferoutesdata.org/qa.htm>
 - Developing a final ATC methodology guidance, finalize for final count guidance to build a final counts database to store and analyze counts. One third of data is from California and working with other states on funding & access for multi-year.
 - Contract launching with UC Davis at end of '22; ongoing conversations about database and further development.
 - Caltrans stakeholder participation encouraged in workshop regarding data collection; information sent to the TAC.
 - As previously reported, the Statewide Active Transportation Database (SATDB). Database will store and track counts with enhanced capabilities and visualizations. Currently working with SCAG regional database; the goal is to expand it for statewide usage.
 - SATDB Fact sheet and info: <https://caatpresources.org/index.cfm/1513>

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- Active Transportation Census Program Campaign Email: <https://conta.cc/3OSrbKd>

Item 4: Caltrans Updates – Active Transportation Program (ATP)

Speaker: Dancy Yang Reporting; -Presentation provided via PowerPoint slides.

- Updated ATP Technical Advisory Committee (TAC) resources, including the charter:
- <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/tac>
- ATP Reporting Webpage below and webinar – July 6 & 7.
 - ATP Reporting Webpage: [ATP Project Reporting | Caltrans](#)
 - CalSmart presentation
 - Webinar recording
 - Reporting question and answer
 - Output vs Outcome
- Semi-annual report due October 2022; check ATP webpage for updates.
- Completion and Final Delivery Reports available for submittal into CalSMART; feature; before and after counts.

Item 5. ATP Updates:

CTC Staff Reporting

Speaker: Laurie Waters and Beverley Newman-Burckhard Reporting; -Presentation provided via PowerPoint slides.

- **Updates on submitted applications:**
 - Application were due June 15/Cycle 4-6 Processing applications.
 - Reported that a complete review of trends in funding, project size/cost authorized /approved were prepared. Today's presentation are the results of the outcomes of the analysis of this information.
- **Budget Update:**
- 2023 Application submittals total 434; applications due June 15th.
 - Projects Benefitting DACs: 402
 - DAC ATP Requests: \$2.98 billion
 - Percentage of ATP Funding Requests Benefitting DACs: 95.7%
 - Safe-Routes-to School Projects: 256
 - Safe-Routes-to-School ATP Requests: \$1.8 billion
- **Applications:**
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- **Costs:**
- \$1.65 billion in funding
 - Statewide: \$825 million
 - Estimated cut-off score: 86
 - Estimated # of projects funded: 114
 - Small Urban and Rural: \$165 million
 - Estimated cutoff score: 80

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- Estimated number of projects funded: 20
- MPO: \$660 million
- **ATP Submittals by Type:**
- Small, medium, large, and other
 - Cycle 5 Resubmittals
 - 138 definite resubmittals
 - 31 resubmittals
 - 172 unknowns
 - 93 projects from agencies that did not apply in Cycle
- **Augmentation**

Laurie and Beverly presented detailed funding update. Laurie requesting workshop input from TAC and facilitated a roundtable discussion to gather TAC recommendation to take forward to the stakeholder workshop.

- Project costs went up, funding costs did not so less projects funded. Initially requested an augmentation for Cycle 5 and reviewed detailed funding data.
 - 46 Projects – Cycle 5
 - Project resubmissions - 36 Project resubmitted
- Laurie led a discussion to gather feedback from the TAC and TAC voted on augmentation funding to go Cycle 6. TAC agree/approved recommendation for Laurie to take forward for discussion at stakeholder workshop meeting later in the week.
- TAC roundtable feedback for recommendation:
 - Cost increases from past cycles.
 - Funding for MPO's – Issue MPO component – augmentation receive more region vs statewide funding.
 - May need to address and close gap with projects & funding; 10 projects didn't get resubmitted.
 - Laurie with review and bring back recommendation to TAC. May add to addendum
- Wrap-up – Laurie Waters
 - Working group – Stakeholders provided TAC recommendation.
 - Recommendation from TAC is for augmentation funds to go into Cycle 6.
 - Cost increased to be determined
 - August meeting, guidelines provided for review at next TAC meeting.
 - MPO – component/may have separate meeting.

Item 6. Closing Remarks

- Ghazan thanked attendees for their participation and asked for any other comments.
- Summer recommended review of the resource center; needs assessment for resources, technical assistance, and tools.
- Ghazan commented that TAC org chart sent out; opportunity for newly appointed members to introduce themselves.
- Next ATP TAC meeting scheduled for August 10th, 2022.

Adjourn

The meeting adjourned at 11:42 am.